



REPLY  
REFER TO

AQBF

**DEFENSE LOGISTICS AGENCY**  
**THE DEFENSE CONTRACT MANAGEMENT COMMAND**  
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DEC 19 1997

MEMORANDUM FOR COMMANDERS, DEFENSE CONTRACT MANAGEMENT DISTRICTS


SUBJECT: DCMC Memorandum No. 24 , FY 98 Conferences (TASKING)

This is a TASKING Memorandum and will expire upon completion of required action. Target Audience: DCMC District Commanders

As discussed at the Executive Council meeting on December 12, 1997, review the attached list of FY 98 conferences. Identify which category(s) the conferences fall in:

District sponsored and District funded  
HQ DCMC sponsored and funded in District budget  
Involve Attendees from DCMC-wide

Please provide your input to AQBF by January 20, 1998. This information will be discussed at a future Executive Council meeting. Point of contact is Patricia McGuire, AQBF, DSN 427-2407, Commercial (703) 767-2407, e-mail: [patricia\\_mcguire@hq.dla.mil](mailto:patricia_mcguire@hq.dla.mil).

  
THOMAS E. BRUNK  
Executive Director  
Operational Assessment  
and Programming

Attachment



# DCMDE FY 98 CONFERENCES

CONFERENCE	LOCATION/ DATES	PURPOSE	NUMBER OF ATTENDEES	EST. DCMC COST
Commander's Conf (One each qtr)	TBD	Assemble All CAO Commanders for Policy/Program Updates	Dist - 15 Field - 60 Total: 75	\$ 54,000 \$ 48,000 \$ 54,000 \$ 48,000
DCMDE Employee Suggestion Program Workshop	Boston Area Dates TBD	Train and update the Ideas Coordinators	Dist - 8 Field - 35 Other - 3 Total: 46	\$ 12,500
DCMC Aircraft Maintenance Customer Symposium	Jan/Feb 98	DCMC's role in managing aircraft maintenance contracts	Dist - 11 Field - 31 Other - 28 Total: 70	\$ 33,250
APMO Operations Conference	Fall 97 Spring 98	Discuss operations issues/deploy policy	Dist - 4 Field - 41 Total: 45	\$ 8,500 \$ 10,000
Annual DCMC IASO Mgmt Workshop*	San Diego Jun 98	Improve the analytical capabilities of DCMC IASO Field Network & develop IASO process improvements	Dist - 6 Field - 90 Other - 7 Total: 103	\$ 50,000
DCMDE Chief Counsel's Conf	Orlando, FL 4 days - TBD	Provide guidance & discuss changes in customer require- ments and DLA/DCMC initiatives with CAO Chief Counsel & other reps of specialized legal areas	Dist - 4 Field - 22 Total: 26	\$ 22,120
DCMDE Office of Counsel All Hands Conf	Orlando, FL 3 days - TBD	DCMDE Counsel and staff mtg to discuss and disseminate policy, share best practices, & provide goals for the upcoming year	Dist - 12 Field - 49 Total: 61	\$ 42,475
DCMDE Quality System Evaluation Workshop	Clearwater, FL 8-10 Dec 97	Discuss revisions to Chapter 21 Quality System evaluation & provide tools & guidance for implementation of new policy	Dist - 2 Field - 35 Other - 2 Total: 39	\$ 48,000
Into-Plane Service Contracts	Rockland, MA Nov 97	Quality/Specialized Safety Risk Assessment Criteria	Dist - 5 Field - 51 Other - 5 Total: 61	\$ 30,000
Product Quality Deficiency Report Workshop	Orlando, FL 3 <sup>rd</sup> Qtr	Discuss current policy and changes with representatives from HQ DCMC, CAOs, & Services	Dist - 2 Field - 50 Other - 40 Total: 92	\$ 47,000
Property Mgmt Conf	Plymouth, MA 3 <sup>rd</sup> Qtr	Follow-up on MRM #5 and provide interpretation of new FARS/DFARS and Property Manual	Dist - 5 Field - 70 Other - 6 Total: 81	\$ 65,000
DCMDE Group Leaders Conf	Charleston, SC 17-19 Mar	Share information, policy and initiatives with all CAO Ops, Group and TAG Leaders	Dist - 12 Field - 110 Other - 20 Total: 142	\$130,000
EEO Counselors Conf	Newport, RI Spring 98	Update EEO Counselors in latest EEO laws, lessons learned, skills refresher and enhancement	Dist - 9 Field - 113 Other - 3 Total: 125	\$ 70,000
<b>Total No. Conf:</b>	<b>17</b>		<b>TOTAL:</b>	<b>\$772,845</b>

\* Reps from all Districts attend

### DCMDW FY 98 Conferences

CONFERENCE	LOCATION/ DATES	PURPOSE	NUMBER OF ATTENDEES	EST. DCMC COST
Public Affairs Rep Conf	Los Angeles Feb 98	Update Public Affairs reps on requirements & techniques; writing & photography trng	Dist - 3 Field - 25 Total: 28	\$ 27,500
Small Business Annual Training (2 sessions)	Dallas, TX Apr 98; Los Angeles, Aug 98	Provide guidance to field small business reps	Dist - 3 Field - 10 Other - 1 Total: 14	\$ 6,300 \$ 2,500
Office of Planning and Mgmt FABEP Reps Conf	Los Angeles	Receive DCMDW Field Activity Basic Emergency Planning (FABEP) plan training	Dist - 20 Field - 61 Total: 81	\$ 42,000
Operations Support Dir. EDI DD250*	El Segundo Jan 98	Prepare for EDI DD250 deployment	Dist - 23 Field - 10 Other - 20 Total: 53	\$ 20,000
Operations Support Directorate PSAT, FASST*	El Segundo Mar 98	Program and System Advisory Team	Dist - 37 Field - 10 Other - 8 Total: 55	\$ 35,000
Human Resources Labor Mgmt Relations Committee	El Segundo 27-30 Oct 97	Annual mtg to exchange information with AFGE Presidents	Dist - 10 Field - 21 Total: 31	\$ 21,000
DCMDW Lockheed Martin, FW, F-22/ F119 PI/ACO Conf	Fort Worth 22-23 Oct 97	Program status updates and highlight initiatives	Field - 85 Other - 8 Total: 93	\$ 51,000
DCMC Denver Qtrly Mgmt Conf	Denver (3), Salt Lake City (1) 3 days	DCMC Denver's supervisory and management team discuss policy and plans and operational assessments	Field - 12 Other - 0 Total: 12	\$ 15,000 each
DCMC Lockheed Martin Astronautics Denver Titan IV CAS Program Review	Denver, CO Nov 97 (2 days)	Discuss program issues with Program Support Team, Program Office, and Prime Contractor	Dist - 0 Field - 29 Other - 21 Total: 50	\$ 6,168
DCMC McDonnell Douglas, Long Beach C-17 Supporting Program Integrator (SPI) Conf	Long Beach May 98	SPI for major critical suppliers and QARs for critical components discuss program issues and progress	Dist - 3 Field - 52 Other - 5 Total: 60	\$ 33,500
DCMC PLAS Administrators Workshop	DCMDE- Apr 98 (4 days); DCMDW - Apr 98 (4 days)	PLAS/ATAAPS Interface	East - 85 West - 65	\$102,000 \$ 91,000
PLAS Administrators Workshop*	Sep 98 (4 days)	PLAS Issues/changes for FY 99	Dist - 10 Field - 110 Other - 10 Total: 130	\$182,000
V-22 SPI Conference	Naval Air Warfare Ctr May 98 (2 days)	Subcontractor support contract admin program review	Dist - 16 Field - 25 Other - 6 Total: 47	\$ 12,704
DCMC Twin Cities North Central Small Business Council	Columbus, OH Dec 97 (2 days)	Review DoD Small Business program changes and initiatives	Field - 8 Other - 50 Total: 58	\$ 8,000
<b>Total No. Conf:</b>	<b>19</b>		<b>TOTAL:</b>	<b>\$700,672</b>

\* Reps from all Districts attend

# DCMDI FY 98 CONFERENCES

CONFERENCE	LOCATION/ DATES	PURPOSE	NUMBER OF ATTENDEES	EST. DCMC COST
Into-Plane Workshop	Homestead, FL Nov 98	Update Changes of Into-Plane contract facilities	Dist - 2 Field - 14 Total: 16	\$ 16,800
Into-Plane Workshop	Homestead, FL Mar 98	Update Changes of Into-Plane contract facilities	Dist - 2 Field - 14 Total: 16	\$ 16,800
Commander's Conf	Atlanta - Nov 97;  Location TBD May 98	Review significant DCMDI issues and priorities	Dist - 6 Field - 16 22	\$ 40,000 each
<b>Total No. Conf:</b>	<b>4</b>		<b>TOTAL:</b>	<b>\$113,600</b>

## HQ DCMC FY 98 CONFERENCES

CONFERENCE	LOCATION/ DATES	PURPOSE	NUMBER OF ATTENDEES	EST. DCMC COST
DCMC Commander's Conf	Atlanta, GA Nov 97 (3 days)	Discuss/review significant DCMC issues and priorities	HQ 40 DCMDE 75 DCMDW 75 DCMDI 10 Total 200	\$158,400
Functional Requirements Team SFA Workshop	Location TBD Jan 98 (5 days)	Provide DCMC expectations of SFAs, discuss network roles and responsibilities and training in core SFA competencies	HQ 25 DCMDE 105 DCMDW 100 DCMDI 5 Other 15 Total 250	\$232,650
Flight Operations and Specialized Safety Training Conf	Orlando, FL Dec 97 (4 days)	Provide single form for disseminating information on acquisition reform, safety initiatives, and lessons learned as required in the DCMC One Book	HQ 15 DCMDE 52 DCMDW 75 DCMDI 14 Total 156	\$125,112
AQAC Acquisition Information Resource Mgmt (IRM) Conf	Boston, MA Apr 98 (4 days)	Provide direction, training, and guidance to DCMC field information technology personnel on IRM issues	HQ 30 DCMDE 100 DCMDW 100 DCMDI 25 Other 15 Total 270	\$270,830
DCMC Commander's Conference	Location TBD May 98 (3 days)	Discuss/review significant DCMC issues and priorities	HQ 40 DCMDE 75 DCMDW 75 DCMDI 10 Total 200	\$150,000
DCMC Contract Pricing and Negotiation Conference	Clearwater, FL Jul 98 (4 days)	Provide latest legislative and project information on contract pricing function and meet with Military Service Customers	HQ 5 DCMDE 75 DCMDW 75 DCMDI 10 Other 60 Total 225	\$144,270
<b>Total No. Conf:</b>	<b>6</b>		<b>TOTAL:</b>	<b>\$1,081,262</b>